

**KENTUCKY REAL ESTATE COMMISSION**

10200 Linn Station Road Suite 201

Louisville, KY 40223

Phone: 502-429-7250 or 888-373-3300 Fax: 502-429-7246

Website: [www.krec.ky.gov](http://www.krec.ky.gov)**Multiple Office Request**

The fee to open a multiple office (using a firm name that is different from the current company) is \$10. Please make check payable to KREC. Cash and credit/debit cards are not accepted. If you have licensees that will be affiliating with the new multiple office, follow the procedure for transferring a license, document #200.

**Please print legibly:**\_\_\_\_\_  
**Principal Broker's Name**\_\_\_\_\_  
**Company Name**\_\_\_\_\_  
**Street Address**\_\_\_\_\_  
**City**\_\_\_\_\_  
**State**\_\_\_\_\_  
**Zip Code**\_\_\_\_\_  
**Telephone Number**\_\_\_\_\_  
**E-mail address****Please Circle one:** This firm is a: sole proprietorship   corporation   partnership   LLC   Business Trust

If you circled corporation, partnership, Limited Liability Company or business trust, you MUST include a copy of your Letter of Good Standing from the Kentucky Secretary of State's Office. You may contact the Secretary of State at 502-564-3490 or [www.sos.ky.gov](http://www.sos.ky.gov).

If you circled sole proprietorship and you are using a name other than your proper name, you MUST include a copy of your Registration from the County Clerk's Office where you are a resident. County clerk information can be found at <http://elect.ky.gov/countyclerks.htm>.

If you circled sole proprietorship and you are using your proper name, you do not need to register with the Secretary of State's Office or the County Clerk's Office.

**You should consult with an attorney about the appropriate legal entity for your brokerage. The Commission cannot give you advice on what legal entity to establish for your brokerage.**

Please check one: (Not applicable to offices located outside Kentucky)

o This office is located in an incorporated area of \_\_\_\_\_.

**County**

o This office is located within the city limits of \_\_\_\_\_.

**City**\_\_\_\_\_  
**Principal Broker's Signature**\_\_\_\_\_  
**Date**

Multiple offices are required to maintain a separate escrow account.

**ESCROW ACCOUNT VERIFICATION**

(Must be completed by the Kentucky bank handling the account.)

\_\_\_\_\_  
**Bank Name**\_\_\_\_\_  
**Firm Name and Account Number**\_\_\_\_\_  
**Bank Address (Must be in Kentucky)**\_\_\_\_\_  
**City**\_\_\_\_\_  
**State**\_\_\_\_\_  
**Zip Code**\_\_\_\_\_  
**Bank Official's Title**\_\_\_\_\_  
**Bank Official's Signature**